

AQO

MEMORANDUM FOR RECORD

SUBJECT: AQO Staff Meeting Minutes, September 10, 1996

STATEMENT OF ASSURANCE. The AQO Annual Statement of Assurance will be submitted next week. Each team leader's statement, together with a list of potential material weaknesses, should be submitted to Ms. Pettibone by Sep 13.

AQO ACTIONS:

- o AQO and the Defense Corporate Information Management (CIM) System Center (AQAC) will be working up a definitive listing of Functional and Systems Support Team (FASST) functions. Mr. R. Kunihiro, AQAC, and Mr. Frank Lalumiere will be meeting in the near future on this subject.
- o All team leaders are asked to submit a summary evaluation of all ongoing benchmarking projects to Ms. Pettibone by Sep 13. This will be discussed at the Ops Chiefs Mtg next week, together with the impact of the current budget reductions.
- o AQOE is asked to submit a status report on the Electronic Commerce/Electronic Data Interchange (EC/EDI) Progress Payment test that will be scheduled with Sikorsky.

PERFORMANCE BASED STAFFING MODEL (PBSM). On Sep 3-4, HQ DCMC, Districts East, West, and International, and DCMC Dallas personnel met to discuss and finalize plans for the test of the geographical PBSM. DCMC Dallas will conduct the first test commencing Sep 28. This test will be followed by DCMCs Denver and New York in early November.

PRODUCT DESIGN, DEVELOPMENT & CONTROL TEAM (AQOF).

- o The One Book Rewrite team has already been meeting with some process owners regarding mandatory and discretionary tasks. We provided an overall standard for the chapters and the team is working to a consensus on the format. Col Harper appreciates the assistance received so far in getting information as requested to the team. Dick Horne, AQOG, briefed the team on the thoughts behind the current

metrics and performance measurement. Mr. Thurber and Ms. Pettibone have both met with the team and provided their thoughts on the project.

FLIGHT OPNS, SPECIALIZED SAFETY & ENVIRONMENTAL TEAM (AQOI).

- o AQOI reported that there was a contractor fatality at Grumman St. Augustine (killed when temporary nose gear on an EA-6 collapsed). A second worker suffered a broken leg. The Naval Safety Center is leading the investigation. Grumman St. Augustine had just had their flightops Risk Assessment in August.

WORKFORCE STRATEGY TEAM (AQOJ).

- o Dr. McMichael, Director, Acquisition Education, Training and Career Development, has signed out an interim policy regarding continuing acquisition education and training for members of the Department's acquisition workforce. Final policy is expected to be completed in 1997. The policy is a requirement for all acquisition personnel who meet both the mandatory and desired education and training standards at Level III to have 40 hours of continuing education and training per year. It is recommended that 16 hours of the 40 be devoted to acquisition reform training, e.g., conferences, roadshows, satellite broadcasts, and Acquisition Reform Day activities.

- o The Workforce Strategy Team had the feature presentation on the VTC on the 9th of Sep. This is the last VTC for a short period. All training and development projects were covered. The session was taped and the tape will be sent to all field offices for viewing.

- o The Executive Development Program Team is in the rest of this week working on the program.

PROPERTY MGMT, CONTRACT CLOSEOUT & TERMINATIONS TEAM (QOE).

- o F-15 Contract Closeout initiative is gaining visibility and will be briefed to Ms. Druyun, Principal Deputy Assistant Secretary of the Air Force (Acquisition & Management), on 8 Oct 96. This is a joint effort between F-15 System Program Office (SPO) and DCMC. Main issues surround negotiation of overhead rates for contract years 91-94, submission of proposals and audit of years 95, 96 & 97, reconciliation with the Defense Finance & Accounting Service (DFAS), and movement of all property to a facilities agreement. Negotiation of rates is DCMC action and property issue is with SPI team for review and approval.

All activities need to put this initiative on the priority list and present ideas or best practices which may enhance our performance in this endeavor. POC COL Davis.

PRODUCT & MANUFACTURING ASSURANCE TEAM (AQOG).

o Integrated Process / Product Development (IPPD) Course Development: Maurice Poulin represented DCMC at the Defense Acquisition University (DAU) on the need to develop training product(s) for personnel in the Systems Planning, Research, Development & Engineering and Production Resources career paths. The training would be DAU funded and categorized as "assignment specific." The meeting was sponsored by the Office of the Under Secretary of Defense (OUSD) Deputy Systems Engineering. DoD officials believe the IPPD policy must be supported by a training plan. Training products will enable the workforce to assess when and how to use appropriate IPPD / Integrated Product Team (IPT) tools and management controls to effectively support the acquisition process. Military Service and DCMC functional representatives agreed to the OUSD request for the DAU to begin the selection of a DAU consortium member and functional board members to develop the necessary training products(s).

APPROVED:

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Contract Management Policy